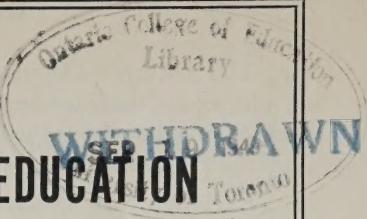


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ONTARIO DEPARTMENT OF EDUCATION

INTERCHANGE OF TEACHERS

ONTARIO



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Issued by Authority of
THE MINISTER OF EDUCATION

INTERCHANGE OF TEACHERS

The Ontario Department of Education encourages interchange of teachers as a means of maintaining Empire and Commonwealth unity, of promoting national and international good will and understanding, and of broadening teachers' interests and their knowledge of educational methods.

Exchanges for Ontario teachers are arranged by the Interchange Officer who is assisted, in the case of overseas exchanges, by the Secretary of the League of the Empire in England, and in the case of exchanges to other provinces and the United States by the Secretary of the Canadian Education Association.

Historical

As early as 1913 informal arrangements were made for the interchange of teachers between Ontario and the British Isles. Dr. E. A. Hardy, as Secretary of Exchange of the Canadian Branch of the League of the Empire, arranged a number of exchanges for Toronto teachers, as well as for teachers in other parts of Canada. At the Imperial Education Conference, held in London in 1924, a plan for interchange of teachers within the British Empire was agreed upon. Shortly afterwards the Minister of Education for Ontario assumed responsibility for arranging exchanges for Ontario teachers.

In some years as many as 60 Ontario teachers have been teaching in the British Isles and a number have been in Australia, New Zealand and South Africa. The plan was discontinued during the war period, but was revived during the school year 1946-47.

Extent of Interchange

The Department of Education endeavours to arrange suitable exchanges for Ontario teachers to—

- (1) Other provinces of Canada,
- (2) England, Wales, Scotland, and Northern Ireland,
- (3) the Union of South Africa,
- (4) Australia,
- (5) New Zealand,
- (6) the United States of America.

Because of currency difficulties, interchange with Australia and New Zealand is almost impossible at the present time (1949-50). Because of the similarity of educational conditions in Ontario and neighbouring states, preference is given to applicants who wish to go to places in the United States which are some distance from the border.

The Department of Education favours only those exchanges which commence in September.

Eligibility for Exchange

1. An applicant must be at least 25 years of age and must have had at least 5 years of successful teaching experience. The upper age limit is 45 years but consideration is given in special cases to applicants who are somewhat over that age.

2. Each application for exchange must bear the signature of the secretary of the school board indicating that the board is agreeable to an exchange, that of the inspector indicating that the teacher is a suitable applicant, and that of a medical practitioner that the applicant is in good health.

Each teacher for whom an exchange is arranged is required to submit an official certificate of freedom from tuberculosis subsequent to January 1st of the year in which he goes on exchange.

In addition, the inspector is asked for a confidential report which may be used if it becomes necessary to make a choice between applicants.

3. Recommendations for exchange should be limited to those who are outstanding teachers, are able to make a worthwhile contribution both while on exchange and after their return, and are in every way worthy representatives of the teaching profession in Ontario.

School authorities make every possible effort to meet the wishes of exchange teachers with respect to grades taught and to working conditions. However, there is always the possibility that, because of circumstances unforeseen at the time the exchange is completed, it may be necessary to make some changes in the arrangements. It cannot be emphasized too strongly that teachers accepted for exchange are expected to be able to adapt themselves cheerfully to conditions as they find them.

The main purposes of interchange should be kept in mind. Teachers are exchanging work for a period of one year in order to enrich their experience. The plan does not exist to enable teachers to go on exchange for purely personal reasons.

Financial Arrangements

Each exchange teacher is paid by his own board during the year of exchange and the usual deductions are made for superannuation contributions and income tax.

Although the Department of Education assists wherever possible, it is necessary for the teacher to make his own travelling arrangements. There is no provision whereby any financial assistance can be given by the Department of Education. The Canadian Education Association is in a position to provide bursaries to help defray travelling expenses of teachers going to exchange positions *in other provinces of Canada*. The Secretary of the C.E.A. informs eligible teachers of the details in connection with these bursaries.

Suggestions to Teachers

Each teacher for whom an exchange is arranged is expected to communicate with his exchange regarding courses of study and local conditions. In many cases, mutually satisfactory arrangements for living accommodations have been made. Some provision should be made to have the visiting teacher met upon his arrival in the community where he will work. Teachers coming to or through Toronto will be met upon arrival by a member of The League of the Empire if they write to Miss Constance Wright, 80 Cheritan Avenue, Toronto 12, giving the date and other particulars of their arrival.

Suggestions to School Boards

Ontario teachers on overseas exchange are usually given considerable opportunity to visit other schools and to travel extensively, particularly at Christmas

and Easter. Since the exchange teacher who comes to Ontario is usually expected to be responsible for a class throughout the year, it is more difficult to arrange for visiting. However, it is the practice of some school boards to free exchange teachers for at least five or six days during the year for the purpose of visiting other schools or taking part in tours of an educational nature. It is the Minister's hope that all school boards will find it possible to follow this practice.

Entertainment of Exchange Teachers

The Canadian Branch of the League of the Empire assumes responsibility for the official entertainment of exchange teachers in the Toronto area and of those others who are able to visit Toronto from time to time. Contact is maintained through correspondence with all exchange teachers in the province. The Department of Education assists by paying a considerable portion of the expense involved. In all centres concerned, school boards and teachers' organizations usually endeavour to arrange that the visiting teachers obtain as much pleasure and profit as possible from their year in Ontario.

Applications

1. An applicant for exchange to *another province* or to the *United States* will use the Canadian Education Association application form which must be completed in quadruplicate. A recent snapshot must be attached to *one* form.

2. An applicant for exchange to Great Britain, South Africa, Australia or New Zealand will use the Ontario Department of Education form which must be completed in *triplicate*. A recent snapshot must be attached to *each* form.

3. Where an applicant wishes to suggest a second choice of country (Great Britain, South Africa, Australia or New Zealand) it will be necessary to file two complete sets of forms.

Only one set of forms need be filed where a second choice of province or state is indicated.

4. Applicants are reminded that the possibility of obtaining an exchange is considerably diminished when the Ontario teacher is willing to go only to a particular city (Vancouver, for example) and when he insists upon going to the same centre as another applicant. The authorities cannot undertake to meet every personal desire of the applicants.

5. When an apparently suitable "matching" has been made, the application form of the outside teacher is forwarded to the Ontario applicant with the request that it be discussed with his principal, inspector, and school board.

An exchange is not considered completed until written approvals have been received from the teacher, the school board, and the inspector concerned.

6. All enquiries and applications from Ontario teachers should be forwarded to

INTERCHANGE OFFICER FOR ONTARIO TEACHERS,
DEPARTMENT OF EDUCATION,
PARLIAMENT BUILDINGS,
TORONTO, ONTARIO.

7. The completed application forms should be submitted not later than *February 1st* for exchanges commencing in the following September. Applications are forwarded for matching in groups of five or six as they are received.